

Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	11.50%	13.80%
Tenancy set up From	£250.00	£300.00
Credit references (per applicant and per guarantor)	£100.00	£120.00
Deposit registration (per Security Deposit)	£75.00	£90.00
Gas safety check	£65.00	£78.00
Energy Performance certification	£90.00	£108.00
Electrical Installation Condition Report and Portable Appliance Test From	£150.00	£180.00
Legionella risk assessment	£100.00	£120.00
Tenancy renewal	£75.00	£90.00
Rent review	£0.00	£0.00
Tenancy check in From	£0.00	£0.00
Tenancy check out From	£100.00	£120.00
"Featured property" advertising	£0.00	£0.00
Floor plan	£75.00	£90.00
Video tour	£0.00	£0.00
Professional photography, from	£0.00	£0.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£135.00	£162.00
2 bed*	£150.00	£180.00
3 bed*	£175.00	£210.00
4 bed*	£200.00	£240.00
5 bed*	£225.00	£270.00
Additional requested property visits (per visit)	£35.00	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£25.00	£30.00
Non-UK residents accounting to HMRC (per tax year)	£0	£0.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£100.00	£120.00
Drawing up of documentation if not included in Service level	£100.00	£120.00
Attendance at court	£450.00	£540.00
Early termination of management service with a sitting tenant	£1000.00	£1,200.00
Administration fee for withdrawing from an offer of a tenancy	£500.00	£600.00
Provision of duplicate documents or statements	£10.00	£12.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	1%	1.20%
Cutting of keys (per key) From	£5.84	£7.01
Service of statutory notices to recover possession (per notice)	£200.00	£240.00

Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	7%	8.40%
Tenancy set up From	£250.00	£300.00
Credit references (per applicant and per guarantor)	£100.00	£120.00
Deposit registration (per Security Deposit)	£75.00	£90.00
Gas safety check	£65.00	£78.00
Energy Performance certification	£90.00	£108.00
Electrical Installation Condition Report and Portable Appliance Test From	£150.00	£180.00
Legionella risk assessment	£100.00	£120.00
Tenancy renewal	£75.00	£90.00
Rent review	£0.00	£0.00
Tenancy check in From	£0.00	£0.00
Tenancy check out From	£100.00	£120.00
"Featured property" advertising	£0.00	£0.00
Floor plan	£75.00	£90.00
Video tour	£0.00	£0.00
Professional photography, from	£0.00	£0.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£135.00	£162.00
2 bed*	£150.00	£180.00
3 bed*	£175.00	£210.00
4 bed*	£200.00	£240.00
5 bed*	£225.00	£270.00
Additional requested property visits (per visit)	£35.00	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£25.00	£30.00
Non-UK residents accounting to HMRC (per tax year)	£0	£0.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£100.00	£120.00
Drawing up of documentation if not included in Service level	£100.00	£120.00
Attendance at court	£450.00	£540.00
Early termination of management service with a sitting tenant	£1000.00	£1,200.00
Administration fee for withdrawing from an offer of a tenancy	£500.00	£600.00
Provision of duplicate documents or statements	£10.00	£12.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	1%	1.20%
Cutting of keys (per key) From	£5.84	£7.01
Service of statutory notices to recover possession (per notice)	£200.00	£240.00

Basic Service

Description	Excluding VAT	Including VAT
Monthly service commission %	100%	120.00%
Tenancy set up		£250.00
Credit references (per applicant and per guarantor)	£100.00	£120.00
Gas safety check	£65.00	£78.00
Energy Performance certification	£90.00	£108.00
Electrical Installation Condition Report and Portable Appliance Test From	£150.00	£180.00
Legionella risk assessment	£100.00	£120.00
Tenancy renewal	£75.00	£90.00
Rent review	£0.00	£0.00
Tenancy check in From	£0.00	£0.00
Tenancy check out From	£100.00	£120.00
"Featured property" advertising	£0.00	£0.00
Floor plan	£75.00	£90.00
Video tour	£0.00	£0.00
Professional photography, from	£0.00	£0.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£135.00	£162.00
2 bed*	£150.00	£180.00
3 bed*	£175.00	£210.00
4 bed*	£200.00	£240.00
5 bed*	£225.00	£270.00
Additional requested property visits (per visit)	£35.00	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£25.00	£30.00
Non-UK residents accounting to HMRC (per tax year)	£0	£0.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£100.00	£120.00
Drawing up of documentation if not included in Service level	£100.00	£120.00
Attendance at court	£450.00	£540.00
Early termination of management service with a sitting tenant	£1000.00	£1,200.00
Administration fee for withdrawing from an offer of a tenancy	£500.00	£600.00
Provision of duplicate documents or statements	£10.00	£12.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	1%	1.20%
Cutting of keys (per key) From	£5.84	£7.01
Service of statutory notices to recover possession (per notice)	£200.00	£240.00